

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

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November 30, 2004

**FROM:** JAMES A. FELTEN, Director  
Department of Public Health

**SUBJECT: AMENDMENT TO CONTRACT WITH THE REGENTS OF THE UNIVERSITY OF CALIFORNIA FOR THE MAINTENANCE OF THE AIDS REGIONAL INFORMATION AND EVALUATION SYSTEM MANAGEMENT INFORMATION SYSTEM**

**RECOMMENDATION:** Approve Amendment No. 1 to Contract # 02-741 with the Regents of the University of California for extended maintenance of the AIDS Regional Information and Evaluation System Management Information System for the period of February 29, 2004 through December 31, 2005 increasing the total contract amount by \$42,412 from \$300,000 to \$342,412.

**BACKGROUND INFORMATION:** Approval of this item will allow the University of California Universitywide AIDS Research Program (UARP) to continue the development and implementation of the AIDS Regional Information and Evaluation System (ARIES) Management Information System (MIS) on behalf of the County of San Bernardino, the County of San Diego, the State of California, and the State of Texas.

The Ryan White Comprehensive AIDS Resources Emergency (CARE) Act was enacted in 1990 to provide federal funding for comprehensive health and social services for persons who are living with human immunodeficiency virus (HIV). Title I of the CARE Act provides funding to areas disproportionately affected by the AIDS epidemic. The combined counties of San Bernardino and Riverside qualified for funding under Title I in 1994. The San Bernardino County Department of Public Health (Department) administers the federal grant funds for the two-county Eligible Metropolitan Area (EMA), including the submission of an annual grant application for continuation of Title I funding, procurement of services, administration of grant funds and assurance of compliance with federal grant requirements. The Inland Empire HIV Planning Council (IEHPC) determines priorities for services and allocations of Title I funds to service categories in the EMA each year, including allocations for Planning Council support and program support.

The Department administers over \$6.0 million annually in federal funds under Title I of the CARE Act to ensure that the estimated 7,600 people living with HIV/AIDS in Riverside and San Bernardino counties have access to the treatment and care services they need to maintain their health and a reasonable quality of life. This program supports nineteen service categories through eleven providers throughout Riverside and San Bernardino counties. Coordinating these services within individual agencies can be very demanding as case managers need to consult with medical care providers and other service areas to ensure their clients receive all the services needed. It becomes even more difficult when clients need to access services from other agencies and information must be shared between appropriate caregivers while adhering to the very stringent requirements for confidentiality mandated for HIV/AIDS clients.

The requirements of the Health Resources and Services Administration (HRSA), the Federal agency responsible for awarding Title I grant funding, for detailed accountability for the use of its agency's funds and documentation of outcomes can tax even the most competent and well-staffed community agency. Additionally, developing coherent reports based on the disparate input of eleven community-based providers is an extremely demanding, time consuming, and expensive process for County staff.

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Recognizing that these problems were common to all jurisdictions administering Title I funds, San Bernardino County staff contacted its counterparts, as well as state and federal agencies involved in delivering services to HIV/AIDS clients, in search of a proven management information software solution to meet these demands. That search found that there was no existing management information software system that provides effective operational support to service providers, secure online coordination and exchange of information between providers, and user-friendly reporting capabilities to meet the changing needs of local and federal government.

However, in the course of this search, County of San Bernardino staff found other agencies interested in developing a solution. Those agencies - the County of San Diego, the State of California, and the State of Texas, together with the County of San Bernardino, formed an informal partnership known as the ARIES partners nearly two years ago to develop a consensus on specifications for a standard Management Information System (MIS) that could be applied nationwide to meet the needs of Title I systems of care. This partnership resulted in a Memorandum of Agreement (MOA) among the partners to work together to procure a developer for software that meets the desired specifications. Under the MOA, each partner agreed to encumber \$300,000 in contracts with the University of California, out of which each partner would contribute proportionately to the costs of developing ARIES software.

The Board of Supervisors approved the MOA between the partners on February 26, 2002. The MOA is effective until the completion of the ARIES project. On July 16, 2002, the Board approved the contract in the amount of \$300,000 with the Regents of the University of California to procure a software developer for the ARIES MIS. Contract period was March 1, 2002 through February 28, 2004 and was retro-activated to coincide with the CARE ACT funding cycle.

In December 2002, the UARP released the Request for Proposals (RFP). The RFP was posted on the University of California's (UC) Internet site and the State of Texas' Internet site. A Proposer's conference was not held but interested Proposers were asked to submit questions, which were answered and posted to the UC's Internet site. Sixteen proposals were received in response to the RFP. The proposals were ranked on a points-based system developed by UARP and evaluated by the ARIES partners. Based on its ability to meet the needs of the County, Architer was recommended for a contract to develop the ARIES MIS.

It is anticipated that the final development and testing of the software will be completed by December 2004 and the ARIES partners will be trained by February 2005. Once the program goes on-line, services such as bug fixes, software updates and program enhancements may be required; therefore, the ARIES partners agreed to allocate an additional \$278,298 (\$96,737 each from the State of California and County of San Diego and \$42,412 each from the County of San Bernardino and the State of Texas) to the Project to cover any additional system maintenance that may be necessary to implement a fully functional management information system.

This item has been delayed for submission to the Board due to the lengthy process of obtaining approval of the contract amendment language and contract signatures from the UARP.

**REVIEW AND APPROVAL BY OTHERS:** This item has been reviewed by the Office of County Counsel (Scott Runyan, Deputy County Counsel, (909) 387-9022) on November 17, 2004; Human Services System (HSS) Contracts (Lori Ciabattini, Administrative Supervisor, (909) 388-0253) on November 4, 2004; and County Administrative Office (Bea Valdez, Administrative Analyst, (909) 388-0211) on November 11, 2004.

**FINANCIAL IMPACT:** Approval of this item will impose no County local cost and will increase the total contract amount by \$42,412, from \$300,000 to \$342,412. Expenditures are fully reimbursed by HRSA. Appropriations and revenues of \$42,412 have been included in the Department's approved budget for Fiscal Year 2004-05.

**COST REDUCTION REVIEW:** The County Administrative Office has reviewed this agenda item and recommends this action based on full reimbursement of expenditures by HRSA.

**SUPERVISORIAL DISTRICT(S):** All

**PRESENTER:** James A. Felten, Director, Public Health (909) 387-9146